

Due to a technical glitch, the questions below were not received and answered in time regarding the subject RFP application process. To ensure transparency, we are providing the answers to all applicants.

Question:

1. Applicant Info Tab - Drop down menu for Corporation Status does not work and not able to complete this field.
2. Project Budget Tab - Can we include rental of a location as part of our budget. For example, last year we were quoted \$30 an hour to give a seminar at a community church. Is that something we can include as an expense in the budget?
3. Priority Alignment Tab - None of the choices from the drop down menu pertain to the services we would provide.
4. Can the applicant submit two applications using the same submittal code?
5. Can the applicant submit an application for capital projects and one for public services?

Answer:

1. The drop down arrow is on the right side of the page. There you will find two options: For Profit and Non-Profit.
2. Temporary rent expenses tied to the actual implementation and delivery of the service can be included in the budget as that would constitute an Activity Delivery Cost.
3. On the priority alignment applicants have the Funding Category menu. Here you can scroll down and select the category that best match the services offered by your agency. If you don't fit any of those, the last option is "Other Public Services".
4. No, the submittal code can only be used for one submittal.
5. Agency must decide which activity they want to apply for either capital projects or public services. An agency can only be funded for one activity.